

## **RULE 10**

### **FORM OF PLEADINGS**

#### **(a) General Requirements**

All pleadings, motions and other papers filed with the Clerk or otherwise submitted to the Court, except exhibits, shall bear the proper case number followed by the initials of the presiding judicial officer, and shall contain on the first page a caption as described by Fed. R. Civ. P. 10(a) and immediately thereunder a designation of what the document is and the name of the party in whose behalf it is submitted. All such documents shall be typed or printed double-spaced on 8-1/2 x 11 inch paper. All pages shall be numbered at the bottom. Parties may adopt documents or pleadings by reference only if the adopted document or pleading is expressly named and identified, when applicable, by reference to its docket entry number. Ancillary papers attached as exhibits to a document or pleading are made a part of the document or pleading for all purposes but shall not be used to compute the length of the document or pleading.